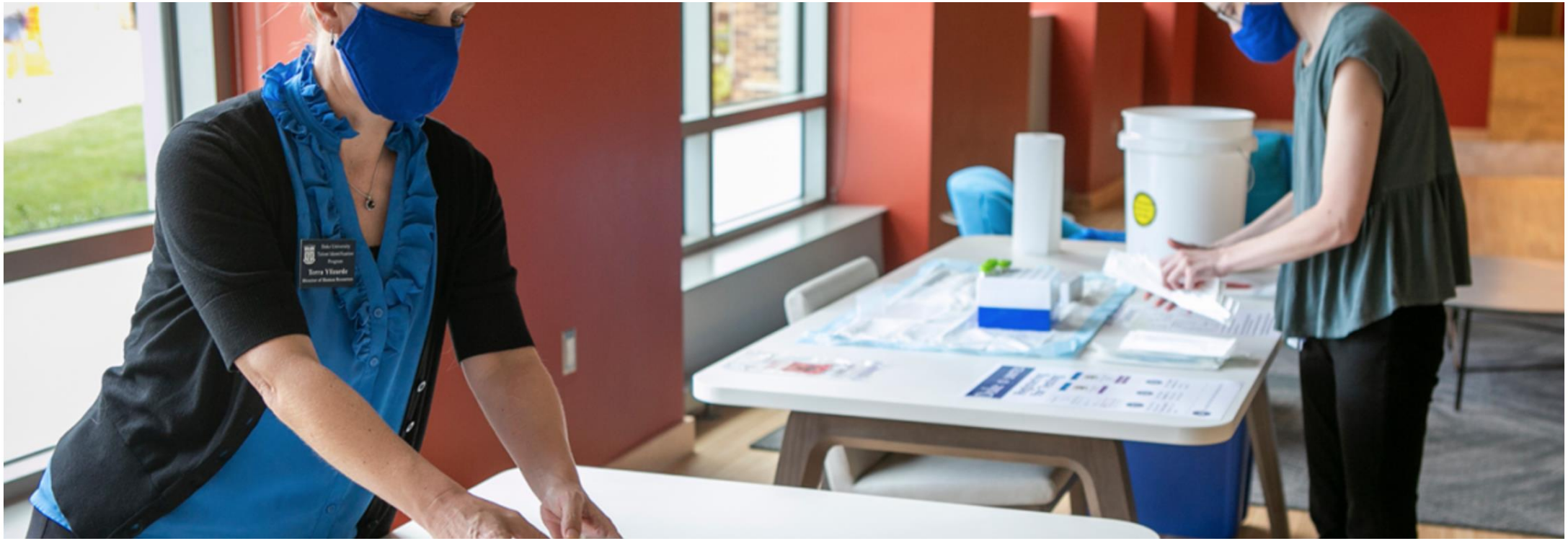

K12 Asymptomatic Testing Playbook

Released: 12/29/20

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K12 School-Based Testing Options

Keeping our school communities safe

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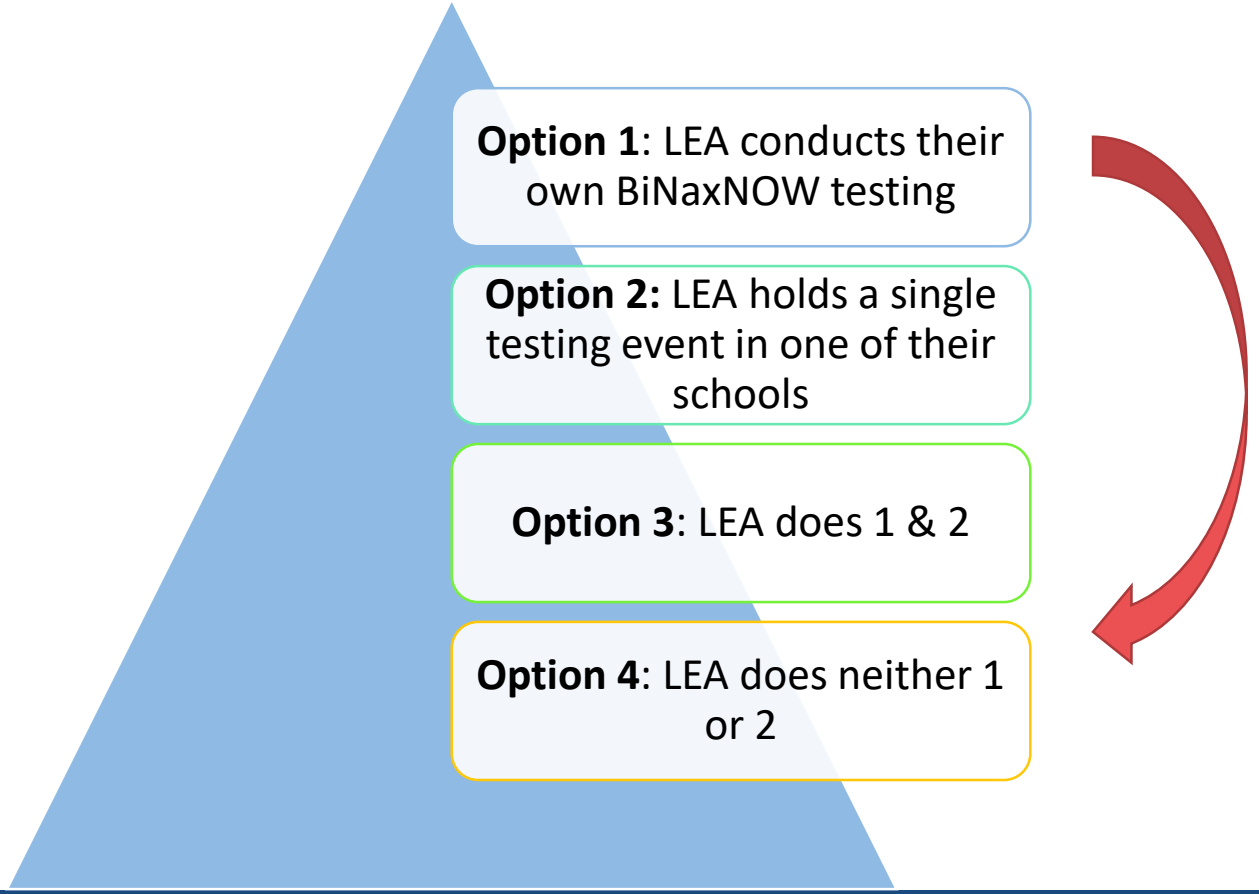
Purpose

The State of Rhode Island will implement the next phase in COVID-19 K-12 testing beginning in January 2021. The purpose of this effort is to ***expand access to asymptomatic testing for the state's K-12 students, faculty, and staff***.

All Public LEAs can select options 1 - 4.

Private Schools can select options 1 or 4.



In Options 1 – 3, HDCs are prioritized

Option Description

Option 1: LEA conducts their own BiNaxNOW testing

- BinaxNOW COVID-19 Antigen Tests provided to LEAs to enable them to implement testing programs tailored to their school population and unique needs
- Testing can be done in as many schools as the LEA decides
- Identified members of the LEA receive training to swab students/staff
- LEA staffs each testing session
- Enters all test results in state system
- Arranges for PPE & Biohazard needs

Option 2: LEA hosts a single testing event

- LEA works with EdOC to schedule a point-in-time testing event at one of their schools
- PCR test used for testing event
- Testing event occurs some point during the second semester. Scheduling will be done on a first come, first served basis with high density communities being prioritized
- Testing events primarily staffed by RIDOH and contracted testing team
- School/LEA assists in coordination of the event
- LEA provides testing roster to labs
- Testing Team arranges for PPE & Biohazard needs

Option 1

LEA or non-public school conducts their own BiNaxNOW testing

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LEA Responsibilities

- Complete interest survey
- Participate in orientation session
- Training: Video & In-person
- Sign & submit MOU
- Pick up BinaxNOW tests
- Implement Testing Program

During this time, the LEA and/or school is creating their testing plan.

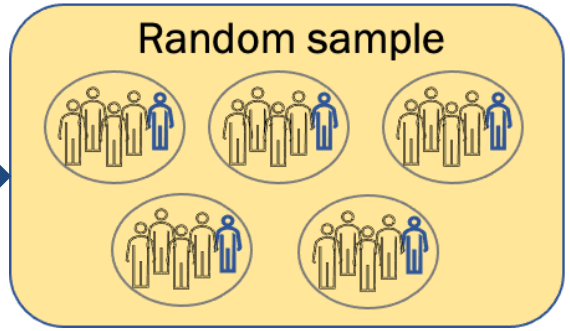
Creating a Testing Plan

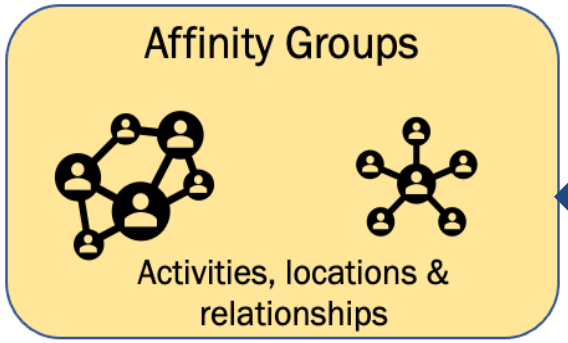
Below are a couple of options an LEA or school could use for their sentinel testing plan

Sentinel Testing

Random Sampling

- Random sampling of a % of your in-person population per week.
- Recommendation is for not less than 10% to be effective.
- Pro: Works well in settings with stable groups/pods.
- Pro: Least resource intensive since you control the % tested and cadence.
- Con: May miss some asymptomatic positives.
- **Ex.** Selection of 2 students per 20 in a class or "pod". Can be selected by SSN or other selection criteria. In a school of 300 in person students 10% per day is 30 students.





Sentinel Testing

Affinity Group Sample

- Test a set group of students/staff per week. Focuses on set groups & associations.
- Goal of 10% to 50% of student population per week. Test Coordinator manages daily/weekly testing roster.
- Pro: Works well in settings with older students or students on rotating schedule.
- Con: May miss some asymptomatic positives & more challenging to manage.
- **Ex.** Grades 9-10 one week & grade 11-12 the following week (alternating weeks) OR test all athletes OR test staff/students in settings with larger risk.

Creating a Testing Plan

Participants will have flexibility while designing their testing plans. When creating these plans, you may also want to consider:

- Pairing sentinel testing with a larger testing event

  Ex. Testing all staff/students after a break

- Using testing to support quarantine decisions/policies

  Ex. Allowing staff to return to work after a 7 day quarantine (if they have a negative test) + testing these staff on days 8-14 of their return

- Creating a written testing plan. Participants can utilize the sample template provided (pictured to the right) or one of their own. All participants must post their plan on their district or school website as a condition of participation.

LEA Testing Plan Template

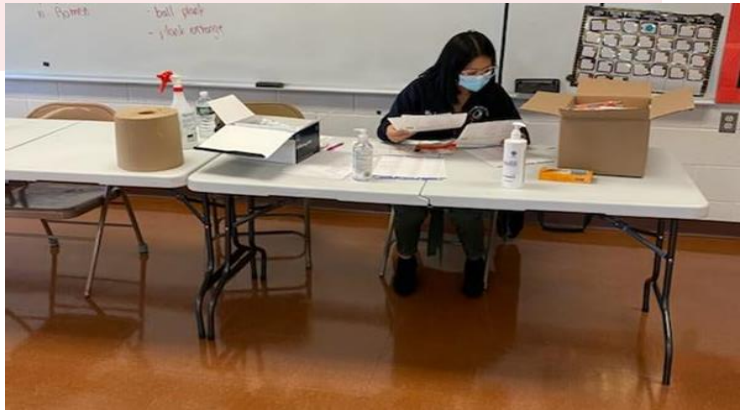
Planning Questions	LEA Response
Engagement: 1) What type of consent will you require for student participation in the testing events? 2) How will you track which students have opted-in to testing? 3) What will you do to engage the community and answer questions?	
Test Administration: 1) Who will administer the BINAX tests and who will be part of the testing team? 2) Explain the RIDOH recommended testing model(s) you will be using (including who will be tested and how often). 3) How will you secure the necessary PPE and Biohazard supplies needed for testing?	
Test Location(s): 1) Where will testing take place in each participating school? 2) How will the school ensure proper health and safety techniques are used in the testing locations?	

Creating a Testing Plan

Prior to Testing Event
Sign and return MOU to the EdOC (EDOC@ride.ri.gov) – one per LEA with <TESTING MOU> in email subject line
Identify testing team for each school and testing approach/frequency
Provide EdOC with initial test kit needs. EdOC places order and arranges training date/time
Send testing team to train and collect BiNax Now Tests
Email Akshar Patel (akshar.patel@health.ri.gov) to set up an account for positive and negative results entry
Distribute consent forms, systematically track return, and create testing schedule
Secure adequate PPE for swabbers and biohazard materials and collection for testing days
Identify large space for testing (gym, cafeteria, band room) and set-up space to meet health and safety guidance
To increase consent rates, host community engagement sessions to provide more information to students and families

Executing a Testing Plan

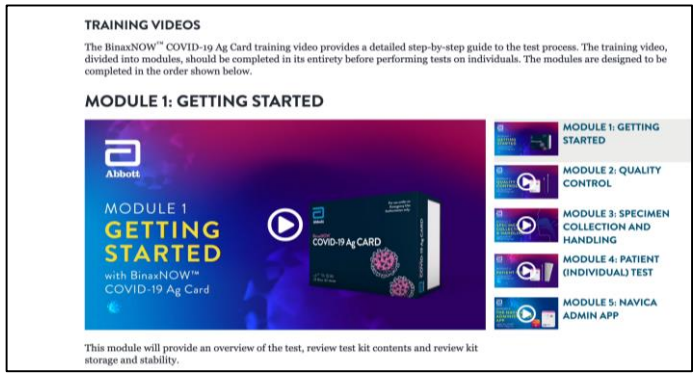
Day of Testing Events
Conduct second walkthrough of testing space and schedule with testing team to finalize logistics, roles, and responsibilities
Ensure all gloves used for swabbing and BiNax Tests are disposed of in Biohazard bags
Track all positive and negative test results
Respond to any positive tests following school established response protocol
Upload testing results to RIDOH
Deep clean testing space
Securely store unused BiNax tests
Track BiNax tests needed for future testing events and order on a monthly basis



Mandatory Trainings:

- **Orientation**
- **VIDEO: All staff who will be swabbing must watch one of the videos to the right prior to picking up the tests. School leadership & staff assisting with the testing may also wish to watch the video.**
- **Data entry: Video on slide 17**
- **IN-PERSON: All staff who will be swabbing must participate in on-site training at the Dunkin Donuts Center when they pick up their test allotment.**

1. Abbott BinaxNOW Training Videos



2. RI National Guard Instructional Video Link

Other Resources:
https://www.hhs.gov/sites/default/files/abbott-binaxnow-fact-sheet.pdf

Collection and Resulting Workflow

Sample Collection

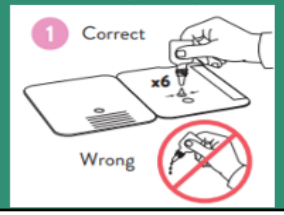
Health care professional collects the nasal swab sample

Considerations:

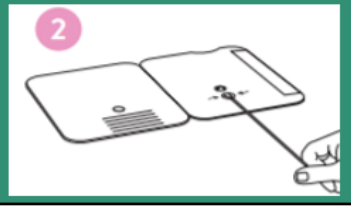
- Direct nasal swabs should be tested as soon as possible after collection. If immediate testing is not possible, store in clean, unused plastic tube at room temperature for up to 1 hour prior to testing.
- If greater than 1 hour delay occurs, dispose of sample. A new sample must be collected for testing
- Do not return the nasal swab to the original paper packaging

Sample Processing

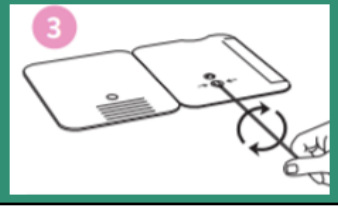
Open the test card and vertically hovering ½ inch above the top hole, slowly add 6 drops of extraction reagent



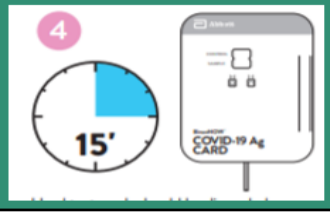
Insert the nasal swab sample into the bottom hole and firmly push upwards so that the swab tip is visible in the top hole



Rotate (twirl) swab shaft 3 times clockwise (to the right). Do not remove the swab



Peel off adhesive liner from the right edge of the test card. Close and securely seal the card



Considerations:

- Results should not be read before 15 minutes
- Results should not be read after 30 minutes

Sample Analysis

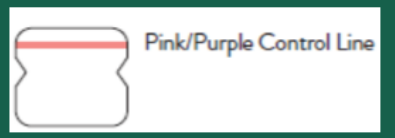
Analyze the test results in the window of 15 to 30 minutes after closing the card.

For instructions detailing how to operate Abbott BinaxNOW, click: here.

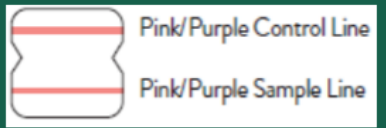
Image of Abbott BinaxNOW test kit

Images of How Test Results Show

Negative Test Result



Positive Test Result



Test Kit Pick Up

All BinaxNOW tests must be picked up by the LEA at the Dunkin Donuts Center

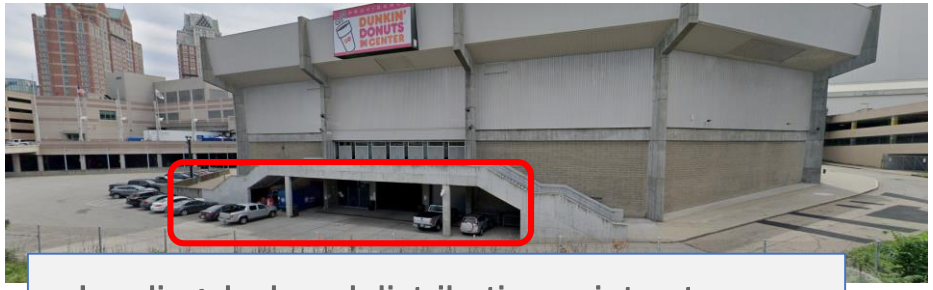
Distribution Allotments: BinaxNOW COVID-19 Antigen Test kits will be distributed in increments of 40. Each box has 40 tests with one bottle of reagent, which is used to activate the tests.

Initial Distribution: LEAs can pick up their tests only after they have completed the video training and signed/submitted the MOU to EDOC@ride.ri.gov. The EdOC will order the initial allotment once MOU's are returned.

Ordering Replacement Tests: LEAs/schools will request BinaxNOW test and arrange for pick up by contacting Cheryl Cohen at ccohen@dunkindonutscenter.com and SGT Kyle Andrade at kyle.andrade92@yahoo.com; Cc Cameron Lewis at clewis@hchent.com.

Pick Up: Test kits can be picked at the **Dunkin Donuts Center** loading dock off West Exchange Street, Providence. The site is open seven days a week from **08:30 a.m. – 2:00 p.m.** Individuals picking up BinaxNow supplies must be prepared to verify the request by providing the district name and quantity scheduled for pick up.

Dunkin Donuts Center-West Exchange St. Entrance



Loading dock and distribution point entrance

Material Requirements

- PPE: Disposable gloves (must change after each swab), facemasks (to include Kn95 or n95 for those conducting swabbing), isolation gowns, face shields (non-disposable), hand sanitizer
- Cleaning materials: antiviral disinfectant wipes/cleanser
- Biohazard bags: LEAs/schools will be provided with an initial allotment of bags when initial batch of test kits are picked up. Each school/LEA should utilize existing contracts for biohazard waste removal or reach out to the contact provided on slide 16. Red bags must be removed after each testing event.

PPE Cost Estimate

Description	1 Package	Costs* (vendor prices)	Supply Team Estimated Costs
• Gloves	• 800 gloves 100/ box	~$60.00	$136.00 Total
• Isolation Gown	• 100 per case	~$120-400	$335.00 Total
• N-95 or KN-95 Mask	• 100	~$287-800	$261.00 Total
• Surgical Mask	• 1000 3 ply masks	~$500	$88.00 Total
• Face Shield	• 10 face shields (re-usable)	~$120	$60.50 Total
• Cleaning / Sterilizing Materials	• 1 gallon soap & sanitizer	~40-60	TBD
• Est. Total Cost		~$1500 per school	Total Estimate: ~$1,000.00/school

Entering Test Results

All test results, positive and negative, need to be entered into RIDOH's portal.

1) Each LEA or private school needs to set up an account. This can be done by emailing: Akshar Patel (akshar.patel@health.ri.gov)

2) All individuals who will be entering data should watch this Training Video.

3) The portal asks for date and time of test. If you don't know the exact time, the time of the testing event is sufficient.

Option 2

LEA hosts a single testing event

**Please note this option is only available for public LEAs at this point in time*

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LEA Responsibilities

Prior to the testing event:

- Planning meeting with EdOC/RIDOH team to review testing day logistics including expectations, consent form, testing location.
- Create testing plans: staff needed, schedule, and procedures
- Communicate testing plans with all school stakeholders involved in the event
- Send consent forms home and create system for tracking returned forms
- Create labels and spreadsheet with necessary data tracking fields for participating students/staff
- Consider family/staff engagement sessions

Day of testing event:

- Organize testing location
- Assist in testing event
- Contact parents/guardians of any positive cases
- Begin contract tracing process using school/district procedures

After testing event:

- Results will be available to LEAs

Additional Resources

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Protocol for a positive BinaxNOW School-Based Test

Situation	Isolation and quarantine protocol	Recommended testing protocol	Requirement to return
Staff or student tests positive	Person testing positive is isolated per CDC/RIDOH guidelines Parents/guardian are notified and pick up student, student is kept in isolation until picked up Positive staff leaves building and begins quarantine CI/CT process begins to identify close school contacts per current guidelines Close contacts are quarantined for 14 days or (7 days with testing option) since last day of COVID-19 exposure	No requirement for Binax positive to confirm with a PCR test Close contacts in quarantine should self-monitor for symptoms and seek medical advice and test if recommended by RIDOH or healthcare provider. Close contacts who have tested positive in the past 90 days do not have to quarantine. *RIDOH may recommend testing of close contacts in certain situations.*	Positive individuals must meet the CDC/RIDOH guidelines for ending isolation: **RIDOH recommends the symptom-based strategy for ending isolation.** **Isolate until:** • Fever free for 24 hours without the use of fever-reducing medication **and** • Symptoms have improved **and** • 10 days since symptoms first appeared (20 days if severely immunocompromised) **OR time-based approach if asymptomatic when tested positive.** **Isolate until:** • 10 days since date of specimen collection (20 days if severely immunocompromised) RIDOH can provide a note for absence

Lessons Learned

MAXIMIZE PARTICIPATION

Educate Parents and staff
- Distribute video of test
- Host information session

Be proactive with consent forms
- Teachers/staff follow up with parents on unreturned forms
- Send electronic and paper if possible

PREPARE

Prepare for multiple staff members to run testing (in case of absence or quarantine)

Walk through process with all involved staff prior to testing day

Plan for younger students
- Have someone they trust present
- Have teacher test first
- Have cartoons or prop ready for distraction

TESTING DAY

Remind staff to remain flexible and improvise as problems arise

Execute protocol for students/staff waiting for Binax results
- Return to Class
- Utilize a waiting room/area

Designate staff member responsible for results
- BiNaxNow – report to RIDOH
- PCR – monitor results

Video Tutorial: https://youtu.be/8AbGpJz2lgk

How we can support you

- Consult on testing plans
- Assist in determining PPE needs
- Meet with school-based teams
- Answer questions

Contact Information

K-12 Testing Team

EdOC:

- Kristen Danusis: kristen.danusis@ride.ri.gov – Regional POD 1 & 6
- Katie Tracey: kaitlin.tracey@ride.ri.gov – Regional POD 2 & 5
- David Prince: david.prince@ride.ri.gov – Regional POD 3 & 4

RIDOH:

- Bill Adler: william.adler.CTR@ohhs.ri.gov – Test kit & Biohazard questions